100 mm
A5
1.0
1.1
1.25
1.4
1.6
1.8
2.0
2.2
2.5
2.8
3.2
3.6
4.0
1.0 mm
1.5 mm
2.0 mm
ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

DOCUMENT RESUME

ED 313 424 TM 014 190

TITLE	Postsecondary Career School Survey, 1981. Program and Enrollments File.
INSTITUTION	National Center for Education Statistics (ED), Washington, DC.
PUB DATE	82
NOTE	58p.; For the corresponding data file, see TM 014 191.
PUB TYPE	Statistical Data (110)
EDRS PRICE	MF01/PC03 Plus Postage.
DESCRIPTORS	*Career Education; Correspondence Schools; Databases; Enrollment; *Institutional Characteristics; Longitudinal Studies; *National Surveys; Online Systems; Postsecondary Education; Program Content; *Program Descriptions; Questionnaires; School Statistics; *School Surveys; *Statistical Surveys; Vocational Education; Vocational Schools
IDENTIFIERS	*Postsecondary Career School Survey; Program and Enrollments File

ABSTRACT

This survey collected data from postsecondary institutions offering vocational education programs. The 1981 survey follows surveys conducted in 1971, 1973, 1975, 1977, and 1979. The machine-readable file provides detailed information on the individual program offerings of the responding institutions, including enrollments in various categories, program completions, and other outcomes. Institutional and program characteristics are also contained in the file. The study universe consisted of 1,675 schools receiving the short form of the questionnaire, 5,307 schools receiving the long form, and 62 correspondence schools. The response rate was 94%. The documentation contains: (1) the survey summary; (2) the file description; (3) record layout charts; (4) data element descriptions; (5) numerical state codes; and (6) the program codes in an appendix. Both the short and long forms of the 1982 Postsecondary Career School Survey are included. (SLD)

****
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VOCED
PGM ENRL A-1980-81

EF000085

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ED313424

PROGRAMS AND ENROLLMENTS TAPE

(1) Overview

This tape contains the totality of information reported on the surveys, plus additional information:

- School name, city, and zip
- Sampling weight, if applicable

In addition, records are included for active schools that did not respond to the survey.

(2) Imputations

Enrollments and completion data have been imputed for long forms, and short form schools, both respondents and nonrespondents. Data have not been imputed for staffing variables, charges, months to complete, on the long form. Total enrollments have been imputed for active but not responding correspondence schools.

(3) File Structure

- Correspondence School Records

  - Card type 30 — School name
  - Card type 31 — Correspondence status, control, affiliation data
  - Card type 32, 33 — Staffing data
  - Card type 34 — Program data

- Short Form Records

  - Card type 10 — School name
  - Card type 11 — Correspondence status, control affiliation data
  - Card type 12 — Program data

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- Long Form Records

  - Card type 20 — School name
  - Card type 21 — Correspondence status, control, affiliation data
  - Card type 22, 23 — Staffing data
  - Card type 24 — Program data (2 data formats)

(4) Special Notes

- This tape does not contain records for schools considered active that did not respond to the survey (656 schools in this category were included in national tabulations based on imputed values). As a result, unweighted tabulations on all noncorrespondence schools will not match figures published by NCES.

- The sample survey did not include flight schools and "other" schools in the sampling frame. Nevertheless, long forms may be present in the file for such schools if they were located in a State requesting a special survey.

- Correspondence school data elements were not imputed if missing; long form staffing variables were not imputed if missing/ long form and short form programs and enrollments data were imputed if missing.

EF000085

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
EDUCATION DIVISION
NATIONAL CENTER FOR EDUCATION STATISTICS
WASHINGTON, D.C. 20202

DATA BASE DOCUMENTATION

(Authority: Public Law 93-502, Section 552)

(Reserve)

PART I - SURVEY SUMMARY

A. TITLE

Program and Enrollments File, Postsecondary Career School Survey, 1981

B. DESCRIPTION

This survey collects data from postsecondary institutions offering vocational education programs. This data file provides detailed information on the individual program offerings of the responding institutions, including enrollments in various categories and completions and other outcomes. Institutional and program characteristics are also contained in the file.

C. SURVEY METHODOLOGY

1. UNIVERSE OR SAMPLE

Universe: 1,675 schools (short form); 5,307 schools (long form); 62 correspondence schools

2. RESPONDENTS

Individual institutions

3. DATE OF COVERAGE

July 1, 1980 - June 30, 1981

4. FREQUENCY OF SURVEY

Biennial

5. RESPONSE RATE

94%

6. HIGHLIGHTS

Lowest level of aggregation are program offerings of individual institutions.

D. RELATED STUDIES

1. SURVEYS

1971, 1973, 1975, 1975, 1977, 1979

2. PUBLICATIONS Directory of Postsecondary Schools with Occupational Programs, 1971 (HE5.96/2:971); Directory of Postsecondary Schools with Occupational Programs, 1973 (Unkno Directory of Postsecondary Schools with Occupational Programs, Public and Private, 1971, 1 (Unknown); Directory of Postsecondary Schools with Occupational Programs, 1975-76 (NCES 77-350); Directory of Postsecondary Schools with Occupational Programs, 1977-78 (NCES)

IF SPONSORING AGENCY IS NOT NCES *(Specify)*

NCES FORM 2411, 12/77

EF 000 085

DATA BASE DOCUMENTATION

(Revised)

PART II —FILE DESCRIPTION

A. TITLE

Program and Enrollments File, 1981

B. FILE NAME

NCES.XEEPWP.PRGMENRL.A82.RAW

C. TAPE SERIAL NUMBER

E12614

D. TAPE STATUS

Cataloged, expiration date = 99365

E. STANDARD TAPE SPECIFICATIONS

1. NUMBER OF TRACKS	2. DENSITY
9	6250
3. PARITY	**4. LABEL(S)**
Odd	SL

5. CODE CONVENTION

EBCDIC

F. FILE DIMENSIONS

1. RECORD LENGTH	2. RECORD FORMAT
80	FB
3. BLOCKING FACTOR	**4. MAXIMUM BLOCK SIZE**
37	2960

5. RECORD COUNT

56,904

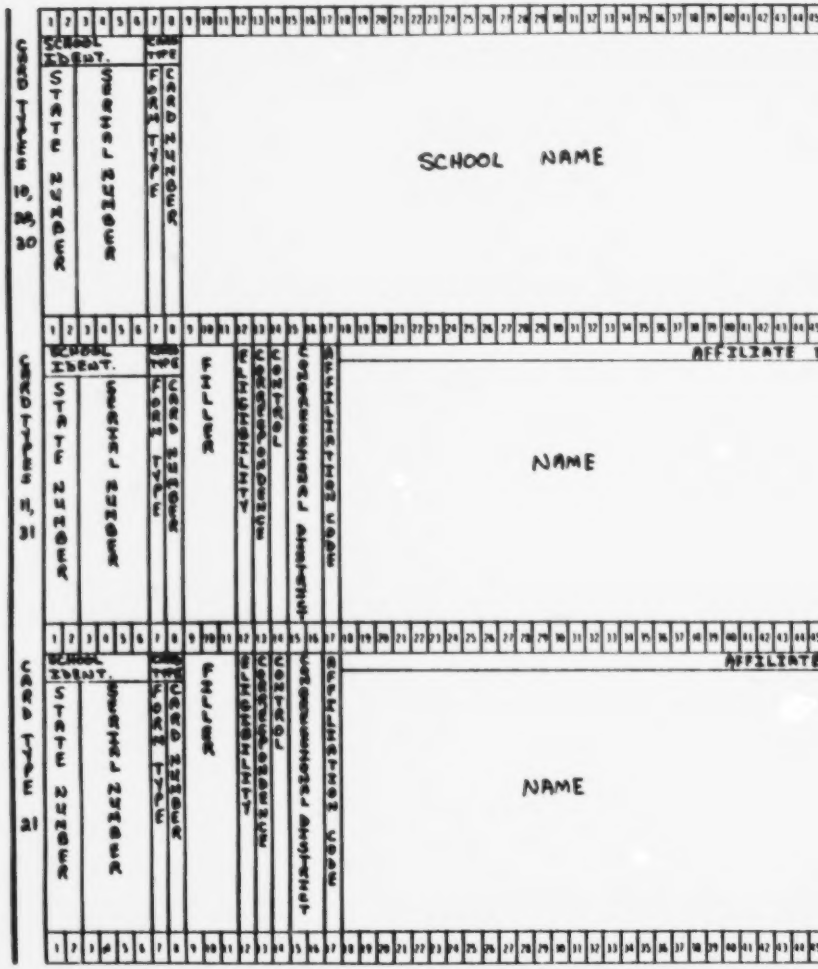
G. SEQUENCE

STATE, Sequence Number (=SCHOOLNO.), Card, Segment

Department of He
National Cente
Part II

TITLE: PROGRAMS AND ENROLLMENTS, 1991

FILE NAME: NCES.IDENT.PROGRAM.REC.BAN



alth, Education and Welfare

r for Education Statistics

- Record Layout

DATA ELEMENT TYPE STANDARD

AN - Alphanumeric, Left Justified, Space Filled

N - Numeric Display, Right Justified, Leading Zeros

SCHOOL CITY

SCHOOL ZIP

DATA

CITY

STATE

ZIP

NUMBER OF PROGRAMS

DATA

CITY

STATE

ZIP

WEIGHT

Fold back at dotted line.

Page 1 of

7

Department of Heal
National Center f
Part III -

TITLE: PROGRAMS AND ENROLLMENTS, 1981

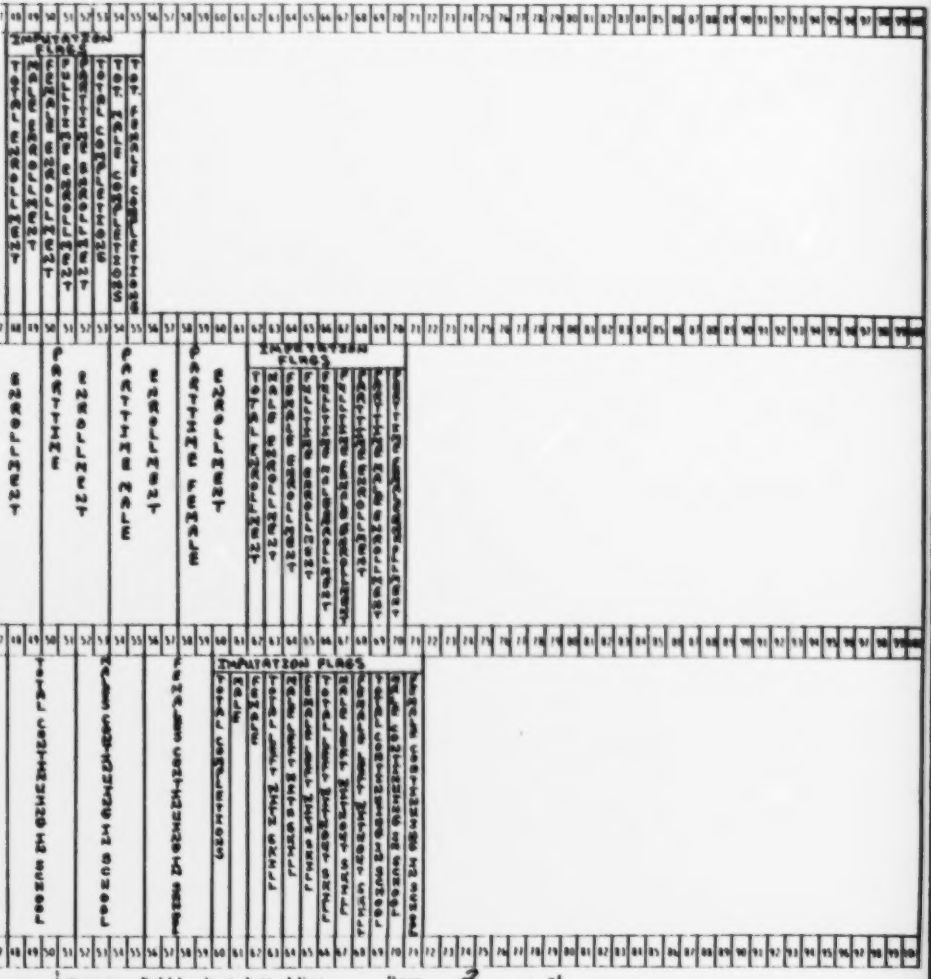
FILE NAME: NCES.XEENP.PRGRENRL.1982.RAW

| CARD TYPE 1 | SCHOOL IDENT. | | |

th, Education and Welfare
or Education Statistics
Record Layout

DATA ELEMENT TYPE STANDARDS

AN – Alphanumeric, Left Justified, Space Filled.
N – Numeric Display, Right Justified, Leading Zeros.



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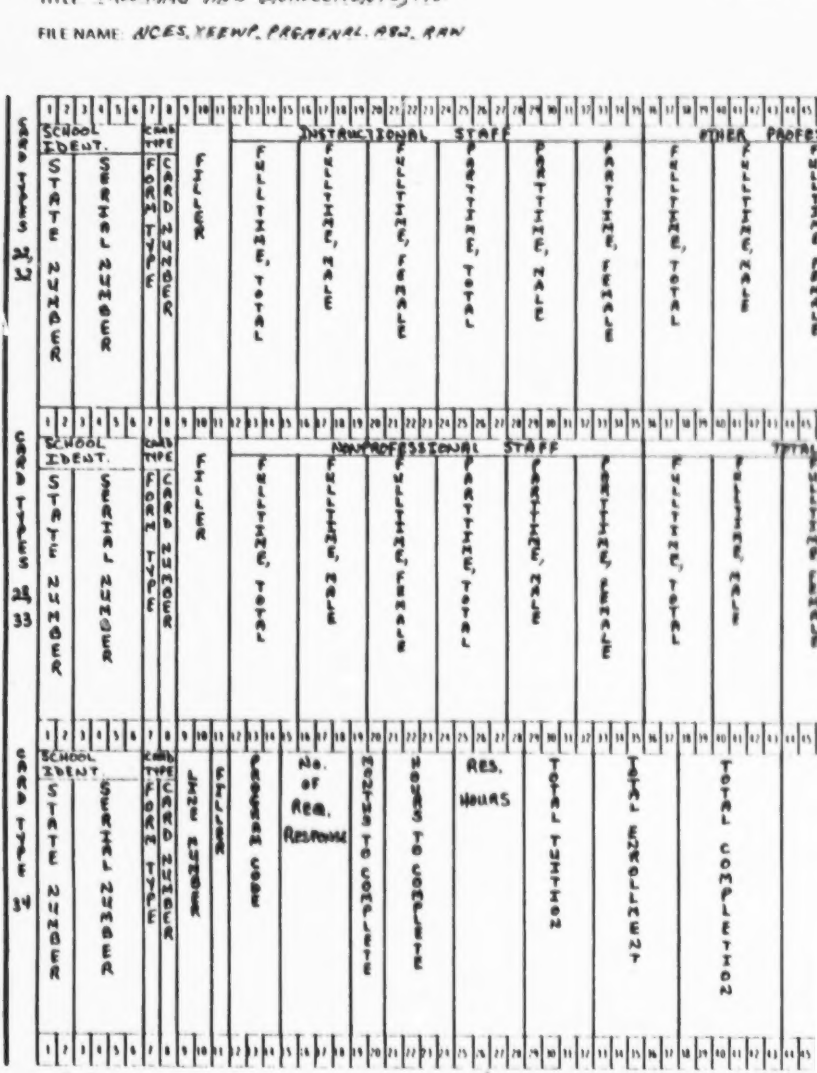
Page 2 of

Department of Hea
National Center
Part III

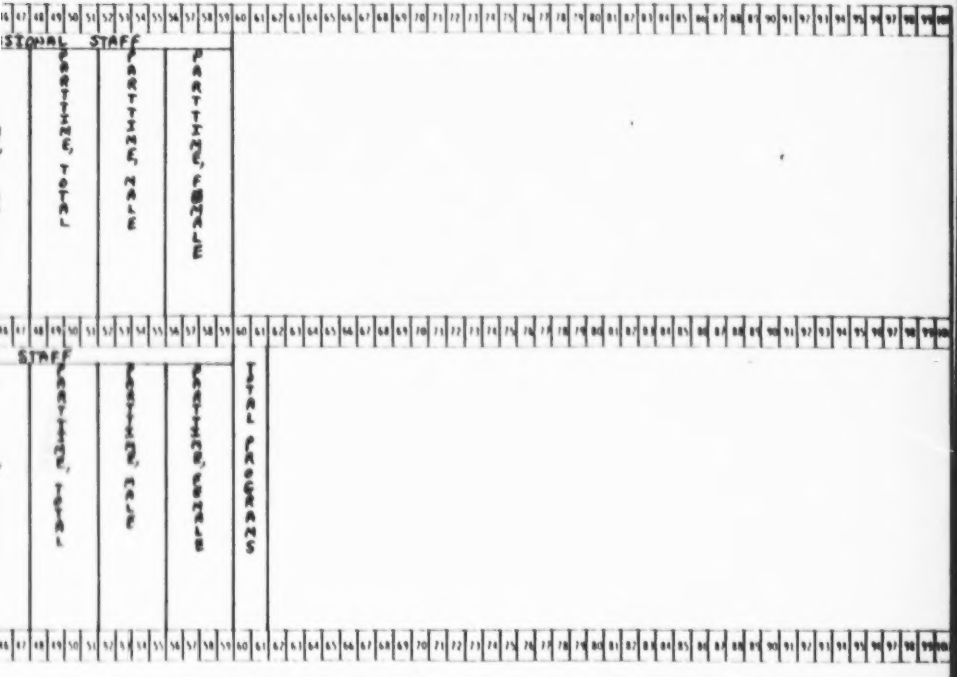
TITLE: PROGRAMS AND ENROLLMENTS, 1981

FILE NAME: NCES.YEENP.PRGENRL.A82.RAW



DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, Left Justified, Space Filled
N - Numeric Display, Right Justified, Leading Zeros



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DATA BASE DOCUMENTATION

PART IV – DATA E

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from to) (c)	NUMBER OF POSITIONS (d)
			I. ALL
School Identification	N	1-6	6
State Number	N	1-2	2
Serial Number	N	3-6	4
Card Type	N	7-8	2
Form Type	N	7-7	1
Card Number	N	8-8	1
			II. SPECIF
1. Card Types 10, 20, 30			
School Name	AN,B	9-54	46
School City	AN,B	55-69	15
School Zip	N,B	70-74	5

NCES FORM 2411, 6/80

LEGEND DATA ELEMENT TYPE STANDARDS	(Reserved)
N - Alphanumeric, left justified, space filled	
N - Numeric display, right justified, leading zeros	

LEMENT DESCRIPTION

	FILE NAME NCES.XEEPWP.PRGMENRL.A82.RAW
SOURCE LOCATION (c)	DESCRIPTION (j)
RECORDS	
	1 = Short form 2 = Long form 3 = Correspondence form
IC CARD TYPES	

DATA BASE DOCUMENTATION

PART IV – DATA E

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
2. Card Types 11, 31			
Filler	B	9-11	3
Eligibility	N,B	12-12	1
Correspondence	N,B	13	1
Control	N,B	14-14	1
Congressional District	N,B	15-16	2
Affiliation Code	N,B	17-17	1

NCES FORM 2411, 6/80

LEGEND
DATA ELEMENT TYPE STANDARDS

N - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserve)

LEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (c)	DESCRIPTION (d)
	Blank 1 = Eligible 2 = Ineligible 1 = Correspondence only 2 = Mixture 3 = Noncorrespondence only 1 = Public 2 = Private/for profit 3 = Private/nonprofit 1 = Not affiliated 2 = Branch 3 = Part of chain 4 = Parent/home office of chain 5 = Hospital school 6 = Other

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Affiliate Data	AN,B	18-74	47
Name	AN,B	18-47	30
City	AN,B	48-67	20
State	N,B	68-69	2
Zip	N,B	70-74	5
Number of Programs	N	75-76	2
3. Card Type 21			
(REPEAT CARD TYPE 11 DESCRIPTION, BUT DROP "NUMBER OF PRO			
Weight	N,B	75-80	6
4. Card Type 12			
(SHORT FORM PROGRAMS AND ENROLLMENTS)			
Line Number	N	9-10	2
Filler	B	11-11	1
Program Code	N	12-14	3

NCES FORM 2411, 6/80

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserve)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION	DESCRIPTION
(c)	*(f)*
GRAMS" DATA ELEMENT)	
	Cobol format: PIC 99.999
	Ordinal line number used in survey (ØØ = Summary record)
	Blank
	Program Codes. See Appendix A and Note 1.

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Total Enrollment	N,B	15-19	5
Male Enrollment	N,B	20-23	4
Female Enrollment	N,B	24-27	4
Full-time Enrollment	N,B	28-31	4
Part-time Enrollment	N,B	32-35	4
Completions	N,B	36-39	4
Male Completions	N,B	40-43	4
Female Completions	N,B	44-47	4
Imputation Flags	N	48-55	8
Total Enrollment	N	48-48	1
Male Enrollment	N	49-49	1
Female Enrollment	N	50-50	1
Full-time Enrollment	N	51-51	1
Part-time Enrollment	N	52-52	1

NCES FORM 2411, 6/80

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserve)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (e)	DESCRIPTION (f)
	Short Form Question 5, Column 2
	Short Form Question 5, Column 3
	Short Form Question 5, Column 4
	Short Form Question 5, Column 5
	Short Form Question 5, Column 6
	Computed Short Form Question 5, Column 7
	Short Form Question 5, Column 8
	See Note 2.

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Total Completions	N	53-53	1
Total Male Completions	N	54-54	1
Total Female Completions	N	55-55	1
5. Card Type 24			
(LONG FROM PROGRAMS AND ENROLLMENTS)			
Line Number	N	9-10	1
Segment Number	N	11-11	1
			If Seg
Program Code	N	12-14	3
Total Clock Hours	N,B	15-18	4

NCES FORM 2411, 6/80

LEGEND DATA ELEMENT TYPE STANDARDS	*(Reserve)*
AN - Alphanumeric, left justified, space filled	
N - Numeric display, right justified, leading zeros	

ELEMENT DESCRIPTION

	FILE NAME NCES.XEEPWP.PRGMENRL.A82.RAW
SOURCE LOCATION *(c)*	DESCRIPTION *(l)*
	Ordinal line number used in survey, (ØØ = Summary Record) 1 = Segment 1 variables on this card image. 2 = Segment 2 variables on this card image.
gment = 1	
	See Note 1. Long Form Question 6, Column 2

DATA BASE DOCUMENTATION

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Clock Hours Per Week	N,B	19-20	2
Total Charges	N,B	21-24	4
Total Enrollment	N,B	25-29	5
Male Enrollment	N,B	30-33	4
Female Enrollment	N,B	34-37	4
Full-time Enrollment	N,B	38-41	4
Full-time Male Enrollment	N,B	42-45	4
Full-time Female Enrollment	N,B	46-49	4
Part-time Enrollment	N,B	50-53	4
Part-time Male Enrollment	N,B	54-57	4
Part-time Female Enrollment	N,B	58-61	4
Imputation Flags	N	62-70	9

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserved)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (c)	DESCRIPTION (d)
	Long Form Question 6, Column 3
	Long Form Question 6, Column 4
	Long Form Question 6, Column 5
	Long Form Question 6, Column 6
	Long Form Question 6, Column 7
	Long Form Question 6, Column 8
	Long Form Question 6, Column 9
	Long Form Question 6, Column 10
	Long Form Question 6, Column 11
	Long Form Question 6, Column 12
	Long Form Question 6, Column 13
See Note 1	

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Total Enrollment	N	62-62	1
Male Enrollment	N	63-63	1
Female Enrollment	N	64-64	1
Full-time Enrollment	N	65-65	1
Full-time Male Enrollment	N	66-66	1
Full-time Female Enrollment	N	67-67	1
Part-Time Enrollment	M	68-68	1
Part-time Male Enrollment	N	69-69	1
Part-time Female Enrollment	N	70-70	1
			11
Total Completions	N,B	12-15	4
Male Completions	N,B	16-19	4
Female Completions	N,B	20-23	4

NCES FORM 2411, 6/80

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reverse)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (c)	DESCRIPTION (f)
egment = 2	
	Long Form Question 6, Column 14
	Long Form Question 6, Column 15
	Long Form Question 6, Column 16

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from to) (c)	NUMBER OF POSITIONS (d)
Total Left with Skill	N,B	24-27	4
Male Left with Skill	N,B	28-31	4
Female Left with Skill	N,B	32-35	4
Total Left without Skill	N,B	36-39	4
Male Left without Skill	N,B	40-43	4
Female Left without Skill	N,B	44-47	4
Total Continuing in School	N,B	48-51	4
Males Continuing in School	N,B	52-55	4
Females Continuing in School	N,B	56-59	4
Imputation Flags	N	60-71	11

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (c)	DESCRIPTION (d)
	Long Form Question 6, Column 17
	Long Form Question 6, Column 18
	Long Form Question 6, Column 19
	Long Form Question 6, Column 20
	Long Form Question 6, Column 21
	Long Form Question 6, Column 22
	Long Form Question 6, Column 23
	Long Form Question 6, Column 24
	Long Form Question 6, Column 25
	See Note 1

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
Total Completions	N	60-60	1
Male	N	61-61	1
Female	N	62-62	1
Total Left with Skill	N	63-63	1
Male Left with Skill	N	64-64	1
Female Left with Skill	N	65-65	1
Total Left without Skill	N	66-66	1
Male Left without Skill	N	67-67	1
Female Left without Skill	N	68-68	1
Total Continuing in School	N	69-69	1
Male Continuing in School	N	70-70	1
Female Continuing in School	N	71-71	1

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

Reserve

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION	DESCRIPTION
(c)	(d)

DATA BASE DOCUMENTATION

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
6. Card Types 22, 32			
Filler	B	9-11	3
Instructional staff			
Full-time, Total	N,B	12-15	4
Full-time, Male	N,B	16-19	4
Full-time, Female	N,B	20-23	4
Part-time, Total	N,B	24-27	4
Part-time, Male	N,B	28-31	4
Part-time, Female	N,B	32-35	4
Other Professional Staff			
Full-time, Total	N,B	36-39	4
Full-time, Male	N,B	40-43	4
Full-time, Female	N,B	44-47	4
Part-time, Total	N,B	48-51	4
Part-time, Male	N,B	52-55	4
Part-time, Female	N,B	56-59	4

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserve)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION	DESCRIPTION
(c)	(d)
	Blank
	Card Type 22 Card Type 32
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5

DATA BASE DOCUMENTATION

PART IV – DAT

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
7. Card Types 23, 33			
Filler	B	9-11	3
Nonprofessional Staff	N,B		
Full-time, Total	N,B	12-15	4
Full-time, Male	N,B	16-19	4
Full-time, Female	N,B	20-23	4
Part-time, Total	N,B	24-27	4
Part-time, Male	N,B	28-31	4
Part-time, Female	N,B	32-35	4
Total Staff	N,B		
Full-time, Total	N,B	36-39	4
Full-time, Male	N,B	40-43	4
Full-time, Female	N,B	44-47	4
Part-time, Total	N,B	48-51	4
Part-time, Male	N,B	52-55	4
Part-time, Female	N,B	56-59	4
Total Programs	N	60-61	2

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

A ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PROMENRL.AB2.RAW

SOURCE LOCATION	DESCRIPTION
(c)	(d)
	Blank
	Card Type 22 **Card Type 32**
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form Q 5
	Long Form Q 5 Corr. Form 5
	Long Form Q 5 Corr. Form 5
	Long Form Q 5 Corr. Form 5
	Long Form Q 5 Corr. Form 5
	Long Form Q 5 Corr. Form 5
	Long Form Q 5 Corr. Form 5

DATA BASE DOCUMENTATION

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from-to) (c)	NUMBER OF POSITIONS (d)
8. Card Type 34			
Line Number	N	9-10	2
Filler	B	11-11	1
Program Code	N	12-14	3
No. of Req. Response	N,B	15-18	4
Months to Complete	N,B	19-20	4
Hours to Complete	N,B	21-24	4
Res. Hours	N,B	25-28	4
Total Tuition	N,B	29-32	4
Total Enrollment	N,B	33-37	5
Total Completion	N,B	38-43	5

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserved)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (c)	DESCRIPTION (d)
	Ordinal line number (ØØ = Summary Record)
	Note 1 and Appendix A.
	Correspondence Form Q 6, Column 2
	Correspondence Form Q 6, Column 3
	Correspondence Form Q 6, Column 4
	Correspondence Form Q 6, Column 5
	Correspondence Form Q 6, Column 6
	Correspondence Form Q 6, Column 7
	Correspondence Form Q 6, Column 8

DATA BASE DOCUMENTATION

PART IV – DATA

TITLE

PROGRAMS AND ENROLLMENTS, 1981

DATA FIELD NAME (a)	DATA ELEMENT TYPE (b)	RECORD POSITION (from to) (c)	NUMBER OF POSITIONS (d)

Note 1: Appendix lists valid program codes. In addit
schools that refused will have a summary reco
they are otherwise identical.

Note 2: Imputation Values:

0 = No imputation
1 = 0 based on 0 total
2 = Amount computed by subtraction
3 = Imputation based on 1979 data for same sch
4,5 = Imputation based on 1981 data from compa
6,7 = Imputation based on raking procedure

Appendix A: Program Codes Printout

LEGEND
DATA ELEMENT TYPE STANDARDS

AN - Alphanumeric, left justified, space filled

N - Numeric display, right justified, leading zeros

(Reserved)

ELEMENT DESCRIPTION

FILE NAME
NCES.XEEPWP.PRGMENRL.A82.RAW

SOURCE LOCATION (cl)	DESCRIPTION (fl)
	on, a code is used to signify a school summary record. Active d (code ββ and an unknown program record, code 999 or blank;
	ol able schools

OE NUMERIC STATE CODES					
▼ TOTALS					
10 Alabama					
11 Alaska					
12 Arizona					
13 Arkansas					
14 California					
15 Colorado					
16 Connecticut					
17 Delaware					
18 District of Columbia					
19 Florida					
20 Georgia					
21 Hawaii					
22 Idaho					
23 Illinois					
24 Indiana					
25 Iowa					
26 Kansas					
27 Kentucky					
28 Louisiana					
29 Maine					
30 Maryland					
31 Massachusetts					
32 Michigan					
33 Minnesota					
34 Mississippi					
35 Missouri					
36 Montana					
37 Nebraska					
38 Nevada					
39 New Hampshire					
40 New Jersey					
41 New Mexico					
42 New York					
43 North Carolina					
44 North Dakota					
45 Ohio					
46 Oklahoma					
47 Oregon					
48 Pennsylvania					
49 Rhode Island					
50 South Carolina					
51 South Dakota					
52 Tennessee					
53 Texas					
54 Utah					
55 Vermont					
56 Virginia					
57 Washington					
58 West Virginia					
59 Wisconsin					
60 Wyoming					
61 U. S. Service Schools					
62 Canal Zone					
63 Guam					
64 Puerto Rico					
66 Virgin Islands					

STATISTICAL WORK SHEET OE 6004 (REV. 4-66)

APPENDIX

PROGRAM CODES

PROGRAM CODES	HANDBOOK VI CODES
101 Agricultural Production	010100
102 Agricultural Supplies/Services	010200
103 Agricultural Mechanics	010300
104 Agricultural Products	010400
105 Horticulture (Lands, Greenhs, Nursery)	010500
106 Agricultural Resources	010600
107 Forestry (Production & Development)	010700
108 Animal Caretaker	019900
201 Advertising Services	040100
202 Apparel and Accessories - Fashion Coord.	040200
203 Auto Sales	040300
204 Banking	040400
205 Floristry Sales/Design	040500
206 Food Sales and Distribution (Checker)	040600
207 Food Services (Waiter/Waitress)	040700
208 Merchandising, General (Purchasing & Sales)	040800
209 Hardware, Building Materials Marketing	040900
210 Home Furnishings Marketing	041000
211 Hotel and Lodging Management	041100
212 Industrial Marketing	041200
213 Insurance Sales	041300
214 International Trade (Import/Export)	041400
215 Personal Services Marketing	041500
216 Petroleum Products Sales and Distribution	041600
217 Real Estate	041700
218 Recreation and Tourism	041800
219 Transportation Services	041900
220 Retail Trade, NEC (Salesperson)	042000
221 Wholesale Trade, NEC	043100
222 Distributive Education, Instructional Programs	049900
223 Entertainment Services	040800
301 Dental Assistant	070101
302 Dental Hygienist	070102
303 Dental Laboratory Assistant	070103
304 Dental Technologies, NEC	070199
305 Cytology, Cytotechnology	070201
306 Histology	070202
307 Medical Lab Assistant	070203
308 Hematology (Blood Bank Technologist)	070204
309 Medical Lab Technology, NEC	070209
310 Nursing, Associate Degree (2-yr Programs)	070301
311 Practical Nursing	070302
312 Nursing, Assistant/Aide (Orderly)	070303
313 Psychiatric Aide	070304
314 Operating Room Technician	070305
315 Nursing, Diploma (3-yr Programs)	070399
316 Occupational Therapy	070401
318 Rehabilitation Services	070499
319 Radiology Technician	070501
320 Radiation Therapy	070502
321 Nuclear Medical Technology	070503
322 Radiologic Occupations, NEC	070599
323 Ophthalmic Occupations (Optics, etc.)	070600
324 Environmental Health Technology	070700
325 Counselor (Mental Health)	070800
326 Electroencephalograph Technology	070901

327 Electrocardiograph Technology	070902
328 Respiratory Therapy	070903
329 Medical Assistant (Physician's Office)	070904
330 Community Health Aide	070906
331 Medical Emergency Technician	070907
332 Funeral Service Education	070909
333 Medical Record Technician (Med Librar.)	070915
334 Physician's Assistant	070920
335 Health Occupations, NEC	079900
336 Veterinary Assistant	070900
401 Care and Guidance of Children	090201
402 Clothing Management, Product, and Serv.	090202
403 Dietician (Food Science, and Human Nutrit.)	090203
404 Home Furnishings Production	090204
405 Institutional and Home Management & Servs.	090205
406 Home Economics, Other	090299
409 Tailoring	090202
501 Accounting	140100
502 Computer Operator	140201
503 Peripheral Equipment Operator	140202
504 Computer Programmer	140203
505 System Analyst	140204
506 Data Processing, NEC	140299
507 Clerk	140300
508 Information Communications Occupations	140400
509 Materials Support Occupations (Stock Clerk)	140500
510 Personnel, Training and Related Occupations	140600
511 Secretary	140700
512 Business Administration	140800
513 Typing	140900
514 Office Occupations, NEC	149900
601 Aeronautical Technologies	160101
602 Agricultural Technologies	160102
603 Architectural Design & Construct. Tech.	160603
604 Automotive Technologies (2-year Programs)	160104
605 Chemical Technologies	160105
606 Civil Technologies	160106
607 Electrical Technologies	160107
608 Electronics Technologies	160108
609 Electromechanical Technologies	160109
610 Environmental Control Technology	160110
611 Industrial Technology	160111
612 Instrumentation Technology	160112
613 Mechanical Technology	160113
614 Metallurgical Technology	160114
615 Nuclear Technology	160115
616 Petroleum Technologies	160116
617 Scientific Data Processing	160117
618 Food Processing Technology	160203
619 Pilot (Commercial, ATP, Flight Instructor	160601
620 Fire Safety Technology	160602
621 Forestry Products Processing Technology	160603
622 Oceanographic Technology	160604
623 Police Science Technology	160605
624 Education Technologies (Teacher's Aide)	160503
625 Library Assistant	160600
626 Communications Technologies	160608
627 Performing Artists - Music, Dance, Drama	160695
628 Technical Ed. Misc.	160699
701 Air Conditioning Installation and Repair	170100
702 Appliance Repair	170200

703 Auto Body and Fender Repair	170301
704 Auto Mechanics	170302
705 Auto Specialization Repair	170303
706 Auto Services, NEC	170399
707 Aircraft Maintenance	170401
708 Aircraft Operations (Pilot Supp. Activ.)	170402
709 Air Traffic Control	170403
710 Blueprint Reading	170500
711 Business Machine Maintenance and Repair	170600
712 Commercial Art Occupations	170700
713 Fishing, Commercial	170800
714 Photography Occupations	170900
715 Carpentry, Construction	171001
716 Electricity, Construction	171002
717 Construction Equipment Operats. & Maintenance	171003
718 Masonry, Construction	171004
719 Painting and Decorating, Construction	171005
720 Plastering, Construction	171006
721 Plumbing and Pipefitting, Construction	171007
722 Drywall Installation, Construction	171008
723 Glazing, Construction	171009
724 Roofing, Construction	171010
725 Construction & Building Technologies, NEC	171099
726 Custodial Services	171100
727 Diesel Mechanic	171200
728 Drafting	171300
729 Electrical Occupations, Industrial	171400
730 Radio/TV Repair	171503
731 Electronics Occupations, Excl. Radio/TV Repr	171599
732 Fabric Maintenance Technology (Dryeleaning, Laundering)	171600
733 Foreman, Supervisor, & Managt Dvlpt	171700
734 Graphic Arts (Printing, Photoengraving)	171900
735 Industrial Atomic Energy Occupations	172000
736 Instrument Maintenance and Repair	172100
737 Maritime Occupations	172200
738 Machine Shop Occupations	172302
739 Machine Tool Operator	172303
740 Welding and Cutting	172306
741 Tool and Diemaking	172307
742 Metalworking Occupations, NEC	172399
743 Metallurgical Occupations	172400
744 Barber	172601
745 Cosmetology	172602
746 Personnel Services, NEC	172699
747 Plastic Industry Occupations	172700
748 Fireman Training	172801
749 Law Enforcement Training	172802
750 Public Service Occupations, NEC	172899
751 Quantity Food Occupations	172900
752 Refrigeration, Commercial and Industrial	173000
753 Small Engine Repair & Internal Combustion	173100
754 Boiler Room Technology	173200
755 Textile Production and Fabrication	173300
756 Shoe Manufacture and Repair	173400
757 Upholstering	173500
758 Woodworking, Cabinetmaking	173600
759 Truck/Trailer Driving	174000
760 Dog Grooming	175000
761 Miscellaneous	179900
999 Unknown	999999

DIRECTORY UPDATE -- SCHOOL DESIRING INFORMATION (PLEASE INDICATE
NECESSARY CHANGES.)

NAME OF SCHOOL:

MAILING ADDRESS:

TELEPHONE:

CONGRESSIONAL DISTRICT:

1. IS YOUR SCHOOL A POSTSECONDARY SCHOOL OFFERING ANY PROGRAMS WHICH LEAD TO A SPECIFIC OCCUPATIONAL OBJECTIVE?

AN OCCUPATIONAL PROGRAM IS A PLANNED SEQUENCE OF COURSES LEADING TO A SPECIFIC OCCUPATIONAL SKILL; SUCH AS SECRETARIAL SCIENCE, ORNAMENTAL HORTICULTURE, RADIOLOGY, COSMETOLOGY, OR AUTO AND ENGINE REPAIR. PROGRAMS WHICH DO NOT LEAD TO CAREERS SHOULD BE EXCLUDED, SUCH AS FOOD PREPARATION FOR HOUSEWIVES, PRIVATE PILOT TRAINING, CHARM COURSES, OR PROGRAMS FOR SELF IMPROVEMENT.

[ ] YES-CONTINUE WITH QUESTIONNAIRE.

[ ] NO-STOP HERE AND RETURN QUESTIONNAIRE IN THE ENCLOSED ENVELOPE.

2. DOES YOUR SCHOOL OFFER ANY CORRESPONDENCE COURSES?

[ ] YES-ONLY CORRESPONDENCE. IF YOUR SCHOOL OFFERS ONLY CORRESPONDENCE, CHECK HERE AND RETURN QUESTIONNAIRE IN ENCLOSED ENVELOPE.

[ ] YES-SOME CORRESPONDENCE. IF YOUR SCHOOL OFFERS SOME CORRESPONDENCE COURSES, CHECK HERE[ ] EXCLUDE CORRESPONDENCE COURSES IN ANSWERING THE REMAINDER OF THE QUESTIONNAIRE.

[ ] NO CORRESPONDENCE. CHECK HERE AND CONTINUE WITH QUESTIONNAIRE.

3. WHICH OF THE FOLLOWING BEST DESCRIBES THE TYPE OF AGENCY THAT OPERATES THIS SCHOOL?

[ ] PUBLIC

[ ] PRIVATE PROPRIETARY

[ ] INDEPENDENT NONPROFIT

NAME OF AF

STREET....

CITY ....

NAME OF PERSON COMPLETING THIS FORM.....

TELEPHONE: AREA CODE.....NUMBER.....

NCES FORM 2350-1/81 REPLACES NCES FORM 2350-11/79 WHICH IS OBSO

ANY NCES NUMBER: [redacted] 21609

FORM APPROVED FICAC NO. 837; EXPIRATION DATE 12/12
OMB DATE 07/15/82

DATA OBTAINED THROUGH THIS SURVEY WILL BE USED AS FOLLOWS:

1. SCHOOL NAME AND ADDRESS; PROGRAMS OFFERED; AND TOTAL ENROLLMENT WILL BE USED TO DEVELOP A DIRECTORY OF POSTSECONDARY SCHOOLS.
2. ALL OTHER INFORMATION WILL BE USED IN NATIONAL SUMMARY TABLES ONLY. NO DATA, OTHER THAN FOR THE DIRECTORY LISTING, WILL BE IDENTIFIED WITH THE NAME OF YOUR SCHOOL.

THIS SURVEY IS AUTHORIZED BY LAW (20 U.S.C. 1221E-1). FAILURE TO RESPOND WILL IN NO WAY BE DETRIMENTAL TO YOU.

IS THIS SCHOOL RELATED TO OR AFFILIATED WITH ANOTHER ORGANIZATION? (CHECK ONE)

[X] WE ARE NOT AFFILIATED WITH ANOTHER ORGANIZATION.

[ ] THIS SCHOOL IS A BRANCH OF ANOTHER ORGANIZATION. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS ONE OF A CHAIN OF SCHOOLS. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS THE PARENT OR HOME OFFICE OF A CHAIN OF SCHOOLS.

[ ] THIS IS A HOSPITAL SCHOOL AND STUDENTS REGISTER THROUGH A COLLEGE OR UNIVERSITY. (PROVIDE NAME AND ADDRESS OF THE INSTITUTION.)

[ ] OTHER (SPECIFY).....

FILIATE.....

.....

.....STATE .....ZIP.....

.....TITLE.....

.....DATE.....

LETE. (PLEASE CONTINUE ON NEXT PAGE)

DIRECTORY UPDATE -- PROGRAMS AND ENROLLMENTS

IN ANSWERING THE FOLLOWING QUESTIONS, PLEASE USE THE PERIOD JU
PERIOD. USE THE MOST RECENT 12-MONTH PERIOD ON WHICH YOUR RECO

5. HOW MANY OF EACH OF THE FOLLOWING TYPES OF STAFF WERE EMPLOYED
REPORTING. FOR THOSE WITH TWO OR MORE FUNCTIONS, COUNT ONLY ON
WORK LOAD AS DETERMINED BY YOUR SCHOOL. PART-TIME REFERS TO A

OTHER PROFESSIONAL REFERS TO THOSE EMPLOYED IN ADMINISTRATION,
NONPROFESSIONAL REFERS TO THOSE EMPLOYED AS OFFICE AND CLERICAL
CUSTODIAL PERSONNEL.

	FULL-TIME			PART-TIME	
	TOTAL	MALE	FEMALE	TOTAL	MALE
	(11)	(12)	(13)	(14)	(15)
INSTRUCTIONAL STAFF					
OTHER PROFESSIONAL					
NONPROFESSIONAL					
TOTAL STAFF					

NOTE: PLEASE CHECK TOTALS. COLUMNS 2 PLUS 3 SHOULD EQUAL 11 E

6. PROGRAMS AND ENROLLMENTS. IF MORE SPACE IS NEEDED, USE AN ADD
INSERT FIGURES IN THE SPACES PROVIDED. IF ANSWER IS "NONE", I

COL. 1 LIST THE PROGRAMS YOU OFFERED DURING THE PERIOD FOR
OFFERED SEVERAL PROGRAMS IN THE SAME FIELD OUT OF O
COL. 2 INDICATE THE TOTAL LENGTH OF EACH PROGRAM IN CLOCK
COL. 3 FULL-TIME STUDENTS ONLY. INDICATE THE TOTAL NUMBER
CLASSES, LABORATORY, PRACTICAL EXPERIENCE.
COL. 4 FULL-TIME STUDENTS ONLY. REPORT THE TOTAL CHARGES
KITS, EQUIPMENT, AND OTHER CHARGES. EXCLUDE HOUSIN
COL. 5-7 REPORT THE TOTAL NUMBER OF STUDENTS WHO WERE EVER E
THOUGH THEY MAY HAVE HAD DIFFERENT STARTING DATES.
COL. 8-10 FULL-TIME REFERS TO A FULL WORK LOAD AS DETERMINED
COLUMNS 5-7, REPORT THE NUMBER OF FULL-TIME STUDENT
COL. 11-13 PART-TIME REFERS TO LESS THAN A FULL WORK LOAD AS D
STUDENTS IN COLUMNS 5-7, REPORT THE NUMBER OF PART-
COL. 14-16 REPORT THE NUMBER OF STUDENTS WHO COMPLETED ALL REQ
COL. 17-19 REPORT THE NUMBER OF STUDENTS WHO DID NOT COMPLETE
TAKE A JOB IN THE FIELD.
COL. 20-22 REPORT THE NUMBER OF STUDENTS WHO DROPPED OUT OF TH
COL. 23-25 REPORT THE NUMBER OF STUDENTS WHO ARE FOR WHEN STI

NOTE: PLEASE CHECK TOTALS. COLUMNS 8 AND 11 SHOULD EQUAL COLUMN

NCES FORM 2358-1/791 REPLACES NCES FORM 2358-11779 WHICH IS OB

NCES NUMBER 5016

Y 1, 1980, THROUGH JUNE 30, 1981. IF YOU CANNOT USE THAT
DUS ARE BASED. IF DIFFERENT, INDICATE PERIOD.....

BY YOUR SCHOOL DURING THE PERIOD FOR WHICH YOU ARE
E AND LIST BY MAIN FUNCTION. FULL-TIME REFERS TO A FULL
LESS THAN FULL WORK LOAD AS DETERMINED BY YOUR SCHOOL.

MANAGEMENT, SALES, PLACEMENT, LIBRARY, ETC.
WORKERS, IN MACHINE MAINTENANCE, ETC. EXCLUDE

FEMALE
(6)

PLUS 6 SHOULD EQUAL 4.

ITIONAL SHEET AND CONTINUE NUMBERING THE ADDITIONAL PROGRAMS.
NSERT 'O'. IF DATA ARE NOT AVAILABLE, INSERT 'NA'.

WHICH YOU ARE REPORTING. USE A LINE FOR EACH PROGRAM. IF YOU
IFFERENT LENGTHS, LIST EACH PROGRAM ON A SEPARATE LINE.
HOURS.
OF CLOCK HOURS PER WEEK OF REQUIRED ATTENDANCE. INCLUDE

TO COMPLETE THE PROGRAM. INCLUDE FEES, TUITION, BOOKS, SUPPLIES,
S, MEALS, CLOTHING, AND OTHER PERSONAL ITEMS.
NROLLED DURING THE REPORTING PERIOD. INCLUDE ALL STUDENTS EVEN

BY YOUR SCHOOL OR STATE. OF THE TOTAL NUMBER OF STUDENTS IN
S.
ETERMINED BY YOUR SCHOOL OR STATE. OF THE TOTAL NUMBER OF
IME STUDENTS.
UIREMENTS OF THE PROGRAM.
ALL REQUIREMENTS OF THE PROGRAM BUT HAD LEFT WITH ENOUGH STILL TO

PROGRAM WITHOUT SUFFICIENT TRAINING TO TAKE A JOB IN THE FIELD.
LL ENROLLED IN THE TRAINING PROGRAM.

5. COLUMNS 14, 17, 20, AND 23 SHOULD EQUAL COLUMN 5.

SOLETE. (PLEASE CONTINUE ON NEXT PAGE)

DIRECTORY UPDATE -- PROGRAMS AND ENROLLMENTS (CONTINUED)
A. (CONTINUED) IF MORE SPACE NEEDED CONTINUE ON ANOTHER P

LINE NO.	PROGRAM (1)	TOTAL HOURS (2)	HOURS/ WEEK (3)	TOTAL COSTS (4)	--TOTA TOTAL (5)
1					
2					
3					
4					
5					
6					
7					
8					
9					
			TOTALS		

LINE NO.	PROGRAM (1)	COMPLETED REQUIREMENTS TOTAL (15)	MALE (15)	FEMALE (16)	---LE TOTAL (17)
1					
2					
3					
4					
5					
6					
7					
8					
9					
	TOTALS				

PLEASE RETURN FORM TO MACRO S
8610 FE
SILVER

NCES FORM 2350,10/81 REPLACES NCES FORM 2350,11/79 WHICH IS O

NCES NUMBER: 92160

SHEET AND NUMBER LINES AND COLUMNS.

L ENROLLMENT--- MALE (6)	FEMALE (7)	TOTAL (8)	-FULL-TIME ENROLLMENT- MALE (9)	FEMALE (10)	TOTAL (11)	-PART-TIME ENROLLMENT- MALE (12)	FEMALE (13)

T WITH SKILL--- MALE (18)	FEMALE (19)	--LEFT WITHOUT SKILL-- TOTAL (20)	MALE (21)	FEMALE (22)	--CONTINUING PROGRAM-- TOTAL (23)	MALE (25)	FEMALE (29)

YSTEMS INC.
NTON ST.
SPRING, MD 20910
BSOLETE.

THANK YOU FOR YOUR COOPERATION

DIRECTORY UPDATE -- SCHOOL IDENTIFYING INFORMATION (PLEASE INCLUDE NECESSARY CHANGES.)

NAME OF SCHOOL:

MAILING ADDRESS:

TELEPHONE:

CORRESPONDENCE DISTRICT:

1. IS YOUR SCHOOL A POSTSECONDARY SCHOOL OFFERING ANY PROGRAMS WHICH LEAD TO A SPECIFIC OCCUPATIONAL OBJECTIVE?

AN OCCUPATIONAL PROGRAM IS A PLANNED SEQUENCE OF COURSES LEADING TO A SPECIFIC OCCUPATIONAL SKILL, SUCH AS SECRETARIAL SCIENCE, ORNAMENTAL HORTICULTURE, RADIOLOGY, COSMETOLOGY, OR BODY AND FENDER REPAIR. PROGRAMS WHICH DO NOT LEAD TO CAREERS SHOULD BE EXCLUDED, SUCH AS FOOD PREPARATION FOR HOMEMAKERS, PRIVATE PILOT TRAINING, CHARM COURSES, OR PERHAPS PER SELF IMPROVEMENT.

| | YES-CONTINUE WITH QUESTIONNAIRE.

| | NO-STOP HERE AND RETURN QUESTIONNAIRE IN THE ENCLOSED ENVELOPE.

2. DOES YOUR SCHOOL OFFER ANY CORRESPONDENCE COURSES?

| | YES-ONLY CORRESPONDENCE. IF YOUR SCHOOL OFFERS ONLY CORRESPONDENCE, CHECK HERE AND RETURN QUESTIONNAIRE IN ENCLOSED ENVELOPE.

| | YES-SOME CORRESPONDENCE. IF YOUR SCHOOL OFFERS SOME CORRESPONDENCE COURSES, CHECK HERE; EXCLUDE CORRESPONDENCE COURSES IN ANSWERING THE REMAINDER OF THE QUESTIONNAIRE.

| | NO CORRESPONDENCE. CHECK HERE AND CONTINUE WITH QUESTIONNAIRE.

3. WHICH OF THE FOLLOWING BEST DESCRIBES THE TYPE OF AGENCY THAT OPERATES THIS SCHOOL?

| | PUBLIC

| | PRIVATE PROPRIETARY

| | TAX-PLACEMENT NONPROFIT

NAME OF

STREET

CITY

NAME OF PERSON COMPLETING THIS FORM.....

TELEPHONE: AREA CODE.....NUMBER.....

NCES FORM 2358-2.1C/81 REPLACES NCES FORM 2328-2.11/79 WHICH IS O

IF ANY ALLEN HANDLER

FORM APPROVED BUREAU NO. 83T, EXPIRATION DATE 12/82
DUE DATE 02/15/82

DATA OBTAINED THROUGH THIS SURVEY WILL BE USED AS FOLLOWS:

1. SCHOOL NAME AND ADDRESS, PROGRAMS OFFERED, AND TOTAL ENROLLMENT WILL BE USED TO DEVELOP A DIRECTORY OF POSTSECONDARY SCHOOLS.
2. ALL OTHER INFORMATION WILL BE USED IN NATIONAL SUMMARY TABLES ONLY. NO DATA, OTHER THAN FOR THE DIRECTORY LISTING, WILL BE IDENTIFIED WITH THE NAME OF YOUR SCHOOL.

THIS SURVEY IS AUTHORIZED BY LAW (20 U.S.C. 1221e-1). FAILURE TO RESPOND WILL IN NO WAY BE DETRIMENTAL TO YOU.

4. IS THIS SCHOOL RELATED TO OR AFFILIATED WITH ANOTHER ORGANIZATION? (CHECK ONE)

[ ] WE ARE NOT AFFILIATED WITH ANOTHER ORGANIZATION.

[ ] THIS SCHOOL IS A BRANCH OF ANOTHER ORGANIZATION. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS ONE OF A CHAIN OF SCHOOLS. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS THE PARENT OR MAIN OFFICE OF A CHAIN OF SCHOOLS.

[ ] THIS IS A HOSPITAL SCHOOL AND STUDENTS REGISTER THROUGH A COLLEGE OR UNIVERSITY. (PROVIDE NAME AND ADDRESS OF THE INSTITUTION.)

[ ] OTHER (SPECIFY).....

AFFILIATE.....

.....

.....STATE .....ZIP.....

.....TITLE.....

.....DATE.....

OBSOLETE. (PLEASE CONTINUE ON NEXT PAGE)

DIRECTORY UPDATE -- PROGRAMS AND ENROLLMENTS

5. IN ANSWERING THE FOLLOWING QUESTION, PLEASE USE THE PERIOD JU
USE THE MOST RECENT 12-MONTH PERIOD ON WHICH YOUR RECORDS ARE

PROGRAM OFFERINGS: PLEASE LIST ALL OCCUPATIONAL PROGRAMS THAT YO

ENROLLMENTS: PROVIDE FIGURES FOR TOTAL STUDENTS EVER ENROL
IN PROGRAMS WHICH LED TO A SPECIFIC OCCUPATIO
MALE/FEMALE AND FULL-TIME/PART-TIME ENROLLMENT

FULL-TIME ENROLLMENT REFERS TO A FULL WORK LO
PART-TIME ENROLLMENT REFERS TO A LESS THAN FU
COMPLETIONS REFER TO THE NUMBER WHO COMPLETED

NOTE: PLEASE CHECK TOTALS. COLUMNS 3 PLUS 4 SHOULD EQUAL 2; 5 PL
CONTINUE ON ANOTHER SHEET AND NUMBER LINES AND COLUMNS.

LINE NO.	NCES USE ONLY	PROGRAMS (1)	ENR TOTAL (2)	ENR MALE (3)	ENR FEMAL (4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

PLEASE RETURN FORM TO PACIFU
8630 F
SILVER

NCES FORM 2358-2.10/81 REPLACES NCES FORM 2358-2.11/79 WHICH IS

ALES NUMBER:

AY 1, 1980, THROUGH JUNE 30, 1981. IF YOU CANNOT USE THAT PERIOD,
BASED. IF DIFFERENT, INDICATE HERE THE PERIOD YOU ARE USING.....

U OFFERED DURING THE THE PERIOD FOR WHICH YOU ARE REPORTING.

ED. INCLUDE ONLY THOSE STUDENTS WHO WERE ENROLLED
NAL OBJECTIVE. SPACE IS ALSO PROVIDED FOR REPORTING
S.

AU AS DETERMINED BY THE SCHOOL OR STATE
AL NORMALCY AS DETERMINED BY YOUR SCHOOL OR AREA
THE PROGRAM IN THE REPORTING PERIOD.

US 6 INCLUDE EQUAL 3. IF MORE SPACE IS NEEDED,

ENROLLMENTS		COMPLETIONS	
FULL-TIME	PART-TIME	MALE	FEMALE
151	161	171	181

SYSTEMS INC.
ENTON ST.
SPRING, MD 20910
OBSOLETE.

THANK YOU FOR YOUR COOPERATION

DIRECTORY UPDATE -- SCHOOL IDENTIFYING INFORMATION (PLEASE INDICATE NECESSARY CHANGES.)

NAME OF SCHOOL:

MAILING ADDRESS:

TELEPHONE:

CONGRESSIONAL DISTRICT:

1. IS YOUR SCHOOL A POSTSECONDARY SCHOOL OFFERING ANY PROGRAMS WHICH LEAD TO A SPECIFIC OCCUPATIONAL OBJECTIVE?

AN OCCUPATIONAL PROGRAM IS A PLANNED SEQUENCE OF COURSES LEADING TO A SPECIFIC OCCUPATIONAL SKILL, SUCH AS SECRETARIAL SCIENCE, ORNAMENTAL HORTICULTURE, RADIOLOGY, COSMETOLOGY, OR BODY AND FENDER REPAIR. PROGRAMS WHICH DO NOT LEAD TO CAREERS SHOULD BE EXCLUDED, SUCH AS HOME PREPARATION FOR HOMEMAKERS, PRIVATE PILOT TRAINING, CRAFT COURSES, OR PROGRAMS FOR SELF IMPROVEMENT.

- [ ] YES-CONTINUE WITH QUESTIONNAIRE.
- [ ] NO-STOP HERE AND RETURN QUESTIONNAIRE IN THE ENCLOSED ENVELOPE.

2. DOES YOUR SCHOOL OFFER ANY CORRESPONDENCE COURSES?

- [ ] YES-ONLY CORRESPONDENCE. IF YOUR SCHOOL OFFERS ONLY CORRESPONDENCE, CHECK HERE AND CONTINUE WITH QUESTIONNAIRE
- [ ] YES-SOME CORRESPONDENCE. IF YOUR SCHOOL OFFERS SOME CORRESPONDENCE COURSES, CHECK HERE; EXCLUDE RESIDENTIAL COURSES IN ANSWERING THE REMAINDER OF THE QUESTIONNAIRE. HOWEVER, INCLUDE RESIDENTIAL HOURS REQUIRED OF SOME CORRESPONDENCE COURSES.
- [ ] NO CORRESPONDENCE. RETURN QUESTIONNAIRE IN ENCLOSED ENVELOPE.

3. WHICH OF THE FOLLOWING BEST DESCRIBES THE TYPE OF AGENCY THAT OPERATES THIS SCHOOL?

- [ ] PUBLIC
- [ ] PRIVATE PROPRIETARY
- [ ] INDEPENDENT NONPROFIT

NAME OF A...
...
STREET ...
CITY ...

NAME OF PERSON COMPLETING THIS FORM.....
TELEPHONE: AREA CODE.....NUMBER.....

NCES FORM 2350-1.1C/81 REPLACES NCES FORM 2350-1.11/79 WHICH IS OBS

DAY NCES NUMBER

FORM APPROVED OMB NO. 1850, EXPIRATION DATE 12/82
DUE DATE 02/15/82

DATA OBTAINED THROUGH THIS SURVEY WILL BE USED AS FOLLOWS:

1. SCHOOL NAME AND ADDRESS, PROGRAMS OFFERED, AND TOTAL ENROLLMENT WILL BE USED TO DEVELOP A DIRECTORY OF POSTSECONDARY SCHOOLS.
2. ALL OTHER INFORMATION WILL BE USED IN NATIONAL SUMMARY TABLES ONLY. NO DATA, OTHER THAN FOR THE DIRECTORY LISTING, WILL BE IDENTIFIED WITH THE NAME OF YOUR SCHOOL.

THIS SURVEY IS AUTHORIZED BY LAW (20 U.S.C. 1221E-1). FAILURE TO RESPOND WILL IN NO WAY BE DETRIMENTAL TO YOU.

5. IS THIS SCHOOL RELATED TO OR AFFILIATED WITH ANOTHER ORGANIZATION? (CHECK ONE)

[ ] WE ARE NOT AFFILIATED WITH ANOTHER ORGANIZATION.

[ ] THIS SCHOOL IS A BRANCH OF ANOTHER ORGANIZATION. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS ONE OF A CHAIN OF SCHOOLS. (PROVIDE NAME AND ADDRESS OF PARENT INSTITUTION.)

[ ] THIS SCHOOL IS THE PARENT OR MAIN OFFICE OF A CHAIN OF SCHOOLS.

[ ] THIS IS A HOSPITAL SCHOOL AND STUDENTS REGISTER THROUGH A COLLEGE OR UNIVERSITY. (PROVIDE NAME AND ADDRESS OF THE INSTITUTION.)

[ ] OTHER (SPECIFY)

AFFILIATE .....

.....

.....

.....

.....STATE .....ZIP .....

.....

.....TITLE.....

.....DATE.....

OLETE. (PLEASE CONTINUE ON NEXT PAGE)

DIRECTORY UPDATE -- PROGRAMS AND ENROLLMENTS

IN ANSWERING THE FOLLOWING QUESTIONS, PLEASE USE THE PERIOD JUL
PERIOD, USE THE MOST RECENT 12-MONTH PERIOD ON WHICH YOUR RECOR

5. HOW MANY OF EACH OF THE FOLLOWING TYPES OF STAFF WERE EMPLOYED D
REPORTING? FOR THOSE WITH TWO OR MORE FUNCTIONS, COUNT ONLY ONC
WORK LOAD AS DETERMINED BY YOUR SCHOOL. PART-TIME REFERS TO A L

OTHER PROFESSIONAL REFERS TO THOSE EMPLOYED IN ADMINISTRATION, M
NONPROFESSIONAL REFERS TO THOSE EMPLOYED AS OFFICE AND CLERICAL
CUSTODIAL PERSONNEL.

	FULL-TIME			PART-TIME	
	TOTAL (1)	MALE (2)	FEMALE (3)	TOTAL (4)	MALE (5)
INSTRUCTIONAL STAFF					
OTHER PROFESSIONAL					
NONPROFESSIONAL					
TOTAL STAFF					

NOTE: PLEASE CHECK TOTALS. COLUMNS 2 PLUS 3 SHOULD EQUAL 1; 5 P

NCES FORM 2350-1,1C/81 REPLACES NCES FORM 2356-1,11/79 WHICH IS OBS

NLES NUMBER:

Y 1, 1980, THROUGH JUNE 30, 1981. IF YOU CANNOT USE THAT
US ARE BASED. IF DIFFERENT, INDICATE PERIOD:

BY YOUR SCHOOL DURING THE PERIOD FOR WHICH YOU ARE
E AND LIST BY MAIN FUNCTION. FULL-TIME REFERS TO A FULL
ESS THAN FULL WORK LOAD AS DETERMINED BY YOUR SCHOOL.

NAGEMENT, SALES, PLACEMENT, LIBRARY, ETC.
WORKERS, IN MACHINE MAINTENANCE, ETC. EXCLUDE

FEMALE
(6)

ES 6 SHOULD EQUAL 4.

PLEASE CONTINUE ON NEXT PAGE)

DIRECTORY UPDATE -- PROGRAMS AND ENROLLMENTS (CONTINUED)

6. PROGRAMS AND ENROLLMENTS. PLEASE INSERT FIGURES IN SPACES PROVI
IF ANSWER IS NONE, INSERT '0'. IF DATA ARE NOT AVAILABLE, INSE

COL. 1 PLEASE LIST THE PROGRAMS THAT WERE OFFERED IN THE PERIOD FOR
NEEDED, USE AN ADDITIONAL SHEET AND NUMBER LINES AND COLUMNS
COL. 2 ENTER THE NUMBER OF RESPONSES (LESSONS, TESTS, ETC.) REQUIRE
COL. 3 ENTER THE AVERAGE NUMBER OF MONTHS REQUIRED TO COMPLETE THE
COL. 4 ENTER AVERAGE NUMBER OF HOURS REQUIRED TO COMPLETE THE PROGR
COL. 5 ENTER AVERAGE NUMBER OF RESIDENTIAL HOURS REQUIRED TO COMPLE
COL. 6 ENTER TOTAL COST (TUITION, FEES, ETC.) FOR THE PROGRAM.
COL. 7 ENTER THE NUMBER OF STUDENTS EVER ENROLLED IN THE PROGRAM IN
COL. 8 ENTER THE NUMBER OF STUDENTS WHO COMPLETED THE PROGRAM IN TH

LINE NO.	NCES USE ONLY	PROGRAM (1)	NUMBER OF RESPONSES (2)	AVERAGE MONTHS (3)	AVERAGE HOURS (4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

PLEASE RETURN FORM TO MACRO SYST
0630 PENTU
SILVER SPR

NCES FORM 2358-1,10/81 REPLACES NCES FORM 2358-1,11/79 WHICH IS OBSO

ALES NUMBER:

EC.
F 'NA'.

ATCH YOU ARE REPORTING. IF MORE SPACE IS
FOR REPORTING ALL ADDITIONAL PROGRAMS.
D TO COMPLETE THE PROGRAM.
PROGRAM.
AM THROUGH CORRESPONDENCE ONLY.
IE THE PROGRAM, NOT INCLUDED IN COL. 4.

THE PERIOD SHOWN ABOVE.
E PERIOD SHOWN ABOVE.

RESIDENTIAL HOURS (5)	TOTAL COSTS (6)	NUMBER OF STUDENTS (7)	NUMBER OF COMPLETIONS (8)

TOTALS

EPS INC.
N ST.
ING, MD 20910

****
* THANK YOU *
* FOR YOUR *
* COOPERATION *
****

EETL.